



MARTHA COAKLEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS OFFICE OF THE ATTORNEY GENERAL

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Intern and Volunteer Opportunities

The Attorney General's Office offers unpaid internships for law students, college students, and committed volunteers throughout the year.

The Office of the Attorney General is an Equal Opportunity Employer. Recognizing that diversity leads to strength, the Office actively seeks to increase the diversity of its workforce.

Legal Intern Program

The Attorney General's Legal Intern Program includes fall and spring semester internships, as well as a summer internship program. If you are interested in applying for a legal internship, please submit a cover letter and résumé to:

**Legal Intern Coordinator
Office of the Attorney General
One Ashburton Place
Boston, MA 02108**

Students seeking additional information about the legal intern program may contact the Legal Intern Coordinator at (617) 727-2200, ext. 2820.

Summer Legal Intern Program

The Attorney General's Summer Legal Intern Program will be accepting resumes between January 2 and February 15, 2008. Applications received after this timeframe cannot be processed. The Summer Program is a 10-week, unfunded, full-time program that begins Monday, June 9, 2008, and ends Friday, August 15, 2008. If interested in applying, please submit a cover letter, resume, writing sample, and law school transcript to marie.urciuoli@state.ma.us, or mail to:

**Legal Intern Coordinator
Office of the Attorney General
One Ashburton Place
Boston, MA 02108**

Non-Legal Intern Programs

The Attorney General's Non-Legal Intern Program includes internships for college students for the summer and for the fall and spring semesters. If you are interested in applying for a non-legal internship, please submit a cover letter and résumé to:

**Recruitment and Hiring Coordinator
Human Resources Division
Office of the Attorney General
One Ashburton Place
Boston, MA 02108**

Students seeking additional information about the non-legal intern program may contact the Recruitment and Hiring Coordinator at (617) 727-2200, ext. 2041.

Elder Hotline Volunteers

The Elder Hotline, located within the Public Inquiry and Assistance Center, provides a central place where senior citizens and their families receive information, referral and mediation services. The Hotline is staffed primarily by senior volunteers who answer phone calls and assist in mediating complaints with the supervision of office staff. Volunteers carry a varied caseload that may include complaints related to retail stores, debt and debt collection, home improvement contractors, telemarketing, lottery scams, and more.

Applicants should be familiar with issues of concern to seniors and their families. Clear and courteous communication skills are required. Basic computer skills and the ability to maintain clear records are necessary.

Time Requirement: Volunteers are expected to work a minimum of two days each week. Travel to the Boston office is required. Reimbursement for travel may be available to eligible volunteers.

If you are interested in applying, please submit a cover letter indicating your interest and availability to:

**Elder Hotline Coordinator
Public Inquiry and Assistance Center
Office of the Attorney General
One Ashburton Place
Boston, MA 02108**

Interested parties seeking additional information about the Elder Hotline may contact the Hotline Coordinator at (617) 727-2200, ext. 2442.